

6. REPORTS

A number of reports are required to be filed to document compliance with the requirements of the WPDES permit. In each case, the data which must be included in the specific report is subject to appropriate review to ensure the accuracy of the data and compliance with effluent limitations (Table 7). *Generally, when analytical results are completed by an analyst/technician, the data should be reviewed by another individual familiar with the analysis, such as another analyst/technician, or the supervisor of the laboratory operations. Once incorporated into the report, the director of the facility should review the compiled data against permit requirements and provide any necessary qualifications to the data, such as results that exceed permit limits, results for which the associated QC sample(s) failed to meet control limits. Monitoring reports must be signed by a principal executive officer, a ranking elected official, or other duly authorized representative.*

All DMR reports are submitted to the appropriate DNR Regional office:

Table 7: TYPICAL MUNICIPAL EFFLUENT LIMITATIONS

	Daily		Weekly Average	Monthly Average
Effluent Parameter	Minimum	Maximum	mg/L	mg/L
BOD ₅	---	---	45	30
TSS	---	---	45	30
pH (standard units)	6.0	9.0	---	---
Residual Cl ₂	---	≤ 0.037 mg/L	---	---
Fecal Coliform	---	---	---	400/100 mL
Ammonia (May to Oct.)	---	---	3.0 mg/L 13 lb/day	---
(Nov. To April)	---	---	9.0 mg/L 38 lb/day	---
DO	6.0 mg/L	---	---	---
Total Phosphorus	---	---	---	1.0

INFLUENT/EFFLUENT MONITORING PROGRAM

Municipal Discharge Monitoring Reports (DMR) are used to report the results from the previous months influent and effluent monitoring data, including requisite weekly and monthly average values. The WPDES Self-Monitoring Report Form (# 3200-28) is used, and must be postmarked no later than the 15th of the following month, unless specified otherwise in the permit. *These reporting deadlines must be met in order for the state of Wisconsin to meet the EPA's deadline to transmit all monitoring data. For further information, refer to Helpful Hints #18.*

SPECIAL REPORTS

Compliance Maintenance Annual Reports (CMAR) are submitted annually by March 31. These reports summarize the compliance information on the wastewater treatment and conveyance system over the previous calendar year.

Sludge Characteristics Reports are to be submitted to the DNR's Central Office, using Form # 3400-49, annually by January 31. *Samples should be collected sufficiently in advance such that any results required from commercial laboratories will be received in time to file the report. Turnaround times (the time elapsed from the time of sample receipt to report release) varies widely from 2-5 weeks, depending on the laboratory utilized, and parameters required.*

Agricultural Site Characteristics Reports are filed as needed, using Form # 3400-53 for each agricultural site at which sludge is disposed, and are reported on Form # 3400-53. *These reports are reviewed by the DNR to determine the acceptability of a particular agricultural area for disposal of sludge. Based on information presented in the Disposal Records Report, the authorization to dispose of sludge at a particular agricultural site may be rescinded, with the requirement to initiate crop monitoring.*

Disposal Records Reports are submitted annually by January 31, using Form # 3400-55 for sludge applied to agricultural land, and Form # 3400-52 for sludge disposed in a sanitary landfill or distributed to the public.

7. REFERENCES

Analytical Detection Limit Guidance & Laboratory Guide for Determining Detection Limits. 1996. DNR Publication # PUBL-TS-056-96. Available from: Wisconsin DNR, Analytical and Statistical Services Section, Madison, WI.

BOD Analysis: Curses and Cures. 1984. George T. Bowman. Available from: Environmental Sciences Section, State Laboratory of Hygiene, University of Wisconsin, Madison WI or Wisconsin DNR, Analytical and Statistical Services Section, Madison, WI.

Evaluation of Preliminary Distillation Prior to Ion Selective Electrode Determination of Ammonia in Municipal Wastewater Effluent. Available from: State Laboratory of Hygiene, University of Wisconsin, Madison WI. or Wisconsin DNR, Analytical and Statistical Services Section, Madison, WI.

Helpful Hints. No. 17, March, 1991. Helpful Hints used to be printed and distributed quarterly with DMR forms. Helpful Hints is no longer published. Some treatment plant operators may still have the original copies in their files. However, if you need copies these are available from Gail Mills at (608) 266-1387 at the Bureau of Watershed Management, Wisconsin DNR, Madison, WI.

Helpful Hints. No. 18, June, 1991. Printed and distributed quarterly with DMR forms.

Helpful Hints. No. 23, September, 1992. Printed and distributed quarterly with DMR forms.

Setting up Quality Procedures for a Wastewater Lab. 1991. Susan L. Cook. Pollution Engineering. March, 1991.

Standard Methods for the Examination of Water and Wastewater, 19th ed., 1995. American Public Health Assn./American Water Works Assn./Water Pollution Control Federation.